



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
OFFICE OF THE BOARD OF SELECTMEN
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**Tara B. White, Chair
Michele Shalaby
Nathaniel H. Yohalem
Board of Selectmen**

**Minutes of Selectmen's Meeting
Monday, September 15, 2014**

Board Members Present: Tara B. White, Chairman
Michele Shalaby
Nat Yohalem

Others Present: Michael Skorput, Administrative Assistant
Sharon Fleck, Administrative Secretary
Charles Loring, Highway Superintendent
Marsha Pshenishny
Caren Adams
Bill Garrett

The meeting of the Board of Selectmen convened at 5:40 p.m.

The Board read the minutes. After a discussion, a motion was made and seconded and so voted by all members to approve the minutes of the September 8, 2014 Selectmen's meeting, as amended.

Chuck Loring - Fire Chief Agreement – Contract for Fire Chief is acceptable and signed today by the Board and by Chuck Loring.

Charles Loring – Highway Supervisor Agreement - Chuck pointed out that he has insurance outside of the Town's and would like the Town to consider reimbursing him for a portion of that unused insurance, as Great Barrington and Sheffield are considering this option. Selectman Yohalem discussed the legalities of this issue with Jeremia Pollard. Chuck stated he would like the sick time to be equal that of the Police Chief's, i.e. 15 days per year. Selectman Yohalem stated that there was no such agreement with the Police Chief, but only a separate one that had existed between Scott Farrell and Graham Frank. Chuck stated he would like to have the Personnel Policy reviewed, as it is antiquated compared to other Towns. As an example, he pointed out that Sheffield starts new employees off with 20 days sick time the first year, followed by 3 days a year, but those days can be banked up to a certain amount. The Town does not have short-term disability insurance. Selectman Yohalem suggested the Town offer additional

vacation time to Chuck, but he explained he doesn't use the time he has now, so that would not help him.

Chuck explained that he has put in over 200 hours overtime in the past year, for which he would like to be compensated. Selectman Yohalem stated that the Highway Superintendents compensation in surrounding towns is approximately \$70,000 per year and that the Town is working toward getting Chuck's salary to that number. Chuck stated that his predecessor did receive some overtime, especially during winter months. He also stated that in Sandisfield, comp time is offered for extra hours worked. Chuck agreed to provide the Board with his salary request for the Monday, September 22, 2014 Selectmen's Meeting. The Board agreed to review the Personnel Policy that is now in place. Chuck also stated that he would like to have a secretary that would work exclusively for the Highway Department at least one day a week.

County Road/Sisson Hill/July Storms Chuck reported that paving of County Road will commence the week of September 29, 2014 and that Sisson Hill is being made ready for paving. Chuck also advised that the State is going to pay approximately \$66,500 for the road repairs as a result of the July 2014 storms

Tax Assessor New Growth - Tax Assessor, Marsha Pshenishny, stated she would like to have the previous agreement reinstated in order to be able to stay with MGL 2-1/2, i.e. Marsha stated that she receives information from the State as to what 2-1/2 will allow. Marsha wants to be able to give an estimate of new growth, with no further changes permitted. Marsha will write a procedure for the September 22 meeting to be presented to the Board for approval. Marsha also stated that new growth will be easier to obtain as a result of the new computer program.

Dave Herrick Change of Hours - The State will now allow the sales of alcoholic beverages on Sunday starting at 10 a.m. as opposed to the current hours allowed of 12 p.m. Dave will fill out the form on line and submit it to the Board for approval.

Custodian for Auction September 27, 2014 - A motion was made and seconded and so voted by all members to approve Pat Mielke as Custodian for the Auction to be held September 27, 2014.

Tax Collector's Hours - Chairman White read a letter dated September 9 from the Tax Collector, Caren Adams, who stated she was unable to change her hours to the 27.5 hours, as agreed to by the Board, unless she is compensated an extra 15 per cent. Chairman White reiterated that the Town is not able to give additional money without approval from the Town at the Town meeting. Selectman Yohalem responded to Caren regarding their previous discussions about Merit Increases, stating that the Town decided instead to give an across-the-board increase to all employees. Caren stated she would not work above the 20-24 hours, which she claims she was hired for, until the Town meeting in May 2015, she could receive additional compensation. Bill Garrett, the former Tax Collector, then stated that he was not present when Caren was hired, and, therefore, was not privy to the discussion on Tax Collector's hours. Selectman Yohalem disagreed, stating the Board had adjusted her hours to accommodate her change in personal circumstances. Selectman Yohalem further stated this issue could be put on the agenda at the Town meeting in May 2015. She further stated that the Town has had the benefit of her working the additional hours, without compensation, due to the fact she continued to work, until she had to go to her second job. However, current circumstances prevent her from doing so, as her second job hours have changed and her daughter has changed school systems. Both Selectmen Shalaby and Yohalem stated to Caren that she could rearrange her hours, as long as she put in some hours

five days a week, but could establish evening hours or some Saturday hours. Caren at that point left the meeting. Selectmen Yohalem then requested a letter be sent to Caren, stating “effective immediately, the hours of the Tax Collector are 8:30 a.m. – 2:00 p.m. Monday-Friday, and the compensation remains the same.”

Halloween – The hours for Halloween, Friday October 31, 2014 are 5:00 p.m. – 7:00 p.m.

Bid Package – Mike Skorput had given the Board, for review, revised Bid Packages for the Town Hall bathrooms and Assessor’s Office. He would like any changes/suggestions be given to him the following week.

Clayton Mill River Bridge – Chairman White expressed her concern regarding Stantec’s report on the bridge, i.e. Category 1 or 2. A call will be made to Stantec requesting additional information.

Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting at 7:03 p.m.

Respectfully submitted,

Sharon Fleck
Administrative Secretary